

APPROVED: March 20, 2007

**Board of Trustees Minutes
Montgomery Community College
February 19, 2007**

The Board of Trustees of Montgomery Community College met in public session in the Trustee Board Room, Central Administration, on February 19, 2007. The regular public meeting was called to order by the Chair. The following Board members were present:

Dr. Sylvia W. Crowder, Chair
Ms. Roberta F. Shulman, First Vice Chair
Dr. Michael C. Lin, Second Vice Chair
Mr. Stephen Z. Kaufman
Ms. Gigi Godwin

Dr. Robert E. Shoenberg
Mr. Gene W. Counihan
Dr. Owen D. Nichols
Ms. Vanessa Coleman

Dr. Brian K. Johnson, secretary-treasurer of the Board of Trustees and president of the College was present. Trustee Jong-on Hahm was absent.

Subject: Investiture of Dr. Brian K. Johnson

Dr. Brian K. Johnson was invested as the seventh president of Montgomery College by Dr. Sylvia Crowder, Chair of the Board, and with the assistance of Ms. Roberta Shulman, First Vice Chair.

Dr. Johnson thanked Dr. Crowder and the Board. He introduced his wife and son who attended the ceremony.

**Subject: Approval of Agenda and
Minutes of January 16, 2007**

On motion by Trustee Nichols, seconded by Trustee Shulman, the agenda and minutes were approved as read.

**Resolution No. 07-02-013 Subject: Recognition of the Presidential Search
Advisory Committee**

On motion by Trustee Nichols, seconded by Trustee Counihan, the Board approved and adopted the above subject resolution. (A copy of the resolution, as adopted by the Board, is attached in the Record of Resolutions, pages 2-3.)

Trustee Shoenberg provided comments on the service of the committee members. Dr. Crowder and Dr. Johnson presented certificates to each committee member.

Trustee Shoenberg recognized and thanked the staff, Mr. Robert F. Cephas, Ms. Donna Hoffacker, Ms. Michelle T. Scott, Ms. Arlean Graham, and Ms. Lily Lee.

Subject: Comments Period

There were no speakers to come before the Board.

Subject: President's Report to the Board

Dr. Johnson provided brief comments on the President's Report.

Subject: Trustee Information Report

Dr. Robert Lynch, director of the Office of Institutional Research and Analysis, provided a report on MC students who transfer to colleges with the University System of Maryland.

In response to Trustee Lin's question about the number of students that transfer out of state, Dr. Lynch indicated that the College has another set of data that is not obtained from the Maryland Higher Education Commission and there are at least as many who transfer out of state as transfer in state. On an annual basis, over 3000 students who have accumulated more than 12 credits at MC transfer to another four-year institution around the country.

Trustee Kaufman asked how students fare with financial aid when they transfer. Dr. Lynch indicated that he did not have that information. Trustee Kaufman suggested trying to get this information for a future report.

Trustee Shoenberg asked about long-term trends on GPA in the first year of transferring students. Dr. Lynch indicated that national data suggest the transfer shock phenomenon. It is not out of line for students to do a half a grade worse at the four-year institution than they did at the sending institution.

Trustee Godwin asked about data on how students are doing in engineering or any other subject matter. Dr. Lynch indicated that the University of Maryland College Park has developed a database on performance in students' GPA and in particular courses for students who transfer. The data is available and he will obtain it to share with the Board.

Trustee Counihan requested that in the future, it would be good to have data on students who attend the Universities at Shady Grove, and that in addition to the other data, it would be helpful to know how those Shady Grove students are doing as a collection of students.

Ms. Vivian Lawyer, chief human resources officer, provided a report on the Personnel Profile at the College.

Several Trustees responded to the report with respect to diversity, age of staff and the age of new full-time faculty hires, and individuals entering into second careers.

Subject: Workforce Development and Continuing Education

Mr. George Payne, Vice President for Workforce Development and Continuing Education, provided the annual report. Mr. Payne introduced his staff from the various departments and shared highlights from each area of the report. He reviewed the challenges and opportunities for the unit to include the Adult ESOL & Literacy- GED (AELG) program, attracting qualified instructors for the AELG program, scholarship opportunities, and the transition of the MCPS Adult Education programs coming under the College umbrella effective fall 2006.

Trustee Counihan commended Mr. Payne on the Adult Education program and the transition. The current wait-list for this program is 1,346 and the unit is currently serving 4000 students per session.

Trustee Coleman commended Mr. Payne on the partnerships and asked for information on the Refugee program. It was explained that the main program serves refugees who are residents of Montgomery County and there is a citizenship program that is for folks who are either refugees or immigrants who are seeking citizenship status. The Refugee program is a work place program and emphasis is placed on American culture and preparation for jobs. In response to Trustee Kaufman's question, Mr. Payne indicated that the College uses 30

MCPS sites.

Subject: Middle States Self-Study Update

Professor Sharon Fechter (chair), Dean Karen Roseberry (co-chair), and Ms. Maria Donahue (editor) presented the Middle States Self-Study update to the Board. Professor Fechter indicated that the committee has been very busy, the research phase is nearing completion, there are very preliminary reports from all of the work groups, and they are assembling those reports into a coherent first draft. Professor Fechter indicated that the Board of Trustees standards have come out very nicely and the committee has made remarkable use of the technologies made available through the College. The committee is using Web-based technologies, dedicated shared directories on servers, and has remote access for co-chairs and the Self-Study support staff. It is a technology-driven effort. The focus is on access...do it, and prove that you're using the results. She indicated that the first draft will be released in early March and accessible through the MC portal, presented to the College community in early fall, and the final report presented to the Board in October for approval.

Dean Karen Roseberry reviewed five standards with one strength and one concern for each standard.

Resolution No.

Subject: Consent Calendar

07-02-014	Personnel Actions Confirmation
07-02-015	Graduates Receiving the Associate Degree and the One-Year Program Certificate in Fall 2006
07-02-016	Authorization of Execution of Lease Agreement for Additional Administrative Office Space, 40 West Gude Drive, Rockville, MD
07-02-017	Approval of Change Order for Additional Labor Charges, Student Services Center, Takoma Park/Silver Spring Campus
07-02-018	Sole Source Award of Contract, 2007 Study Abroad Program in Italy at the Centro Studi Il Perugino
07-02-019	Award of Contract, Purchase of Web-Based Parking Management System Software
07-02-020	Award of Contract, New York Avenue Utility Distribution Infrastructure, Takoma Park/Silver Spring Campus
07-02-021	Award of Contract, Purchase of Help Desk and Asset Management Integrated Tracking System Software
07-02-022	Amendment to Award of Contract, Architectural & Engineering Services, Germantown Campus Bioscience Education Center and Access Road

On motion by Trustee Nichols, seconded by Trustee Counihan, the Board approved and adopted the above subject resolutions. (Copies of the resolutions, as adopted by the Board, are attached in the Record of Resolutions, pages (4-31.)

Subject: Presentation of New Rockville Science Center

Mr. David Capp, chief facilities officer, and Mr. John McLean, director of capital project planning and design, provided the presentation. Mr. Capp introduced Mr. Peter Hanley, senior project manager who will manage the project through its remaining design and construction. The schematic designs were reviewed and the College is about 30 percent through the design phase.

After some questions and answers and expressed concerns about the size, position, and

location of the new building by some Trustees, it was decided to continue the discussion in an Executive Session.

Subject: Presentation of Award of Excellence to Montgomery College from the Mid-Atlantic Hispanic Chamber of Commerce

Dr. Johnson presented the award to the College and acknowledged Dr. Dehlylly Porras and Ms. Elena Saenz who had traveled to Annapolis to receive the award from the Chamber.

Subject: New Business, Announcements, and Adjournment

In compliance with the Annotated Code of Maryland, Title 10-508, subject to Chapter 655 of the Laws of 1991, the Chair announced that the Board voted to hold an Executive Session (closed session) on February 19 when one personnel matter (subsection 1) – Presidential Evaluation was discussed; one collective bargaining matter (subsection 9); and three site matters (subsection 3) – Campus Updates for Rockville, Germantown, and Takoma Park/Silver Spring were discussed.

The business on the agenda having been completed and with the consent of all Board members present, the Chair adjourned the meeting at 9:50pm.

Chair

Secretary-Treasurer

Recorder: Arlean B. Graham